

INDUSTRIES DEPARTMENT

The 24th November, 1976

No. 6744-IIBII-76/41230.—The following Regulations made by the Haryana Khadi and Village Industries Board with the previous sanction of the Governor of Haryana in exercise of the powers conferred by section 35 of the Punjab Khadi and Village Industries Board Act, 1955 (Punjab Act No. 40 of 1956), are hereby notified in pursuance of sub-section (1) of the said section:

1. *Short title and commencement.*—(1) These regulations may be called Haryana Khadi and Village Industries Board Gratuity Regulations, 1975.

(2) These regulations shall come into force with effect from 16th September, 1972.

2. *Definitions.*—In these regulations unless there is anything repugnant in the subject or context:—

(a) “Board” means the Haryana Khadi and Village Industries Board.

(b) “Chairman” means the Chairman of the Haryana Khadi and Village Industries Board.

(c) “Completed year of service” means continuous service for one year.

(d) “Continuous service” means un-interrupted service and includes service which is interrupted by sickness, accident, leave or cessation of work not due to any fault of the employee concerned, whether such un-interrupted or interrupted service was rendered before or after the commencement of this regulation.

Explanation 1.—In the case of an employee who is not in uninterrupted service for one year, he shall be deemed to be in continuous service if he has been actually employed by the Board during the twelve months immediately preceding the year for not less than 240 day.

(e) “Family” in relation to an employee, shall be deemed to consist of :—

(i) in the case of a male employee, himself, his wife, children, whether married or un-married, his dependent parents and the widow and children of his predeceased son, if any.

(ii) in the case of a female employee, herself, her husband, her children, whether married or un-married, her dependent parents and the dependent parents of her husband and the widow and children of her predeceased son, if any :

Provided that if a female employee, by a notice in writing in form “A”, expresses her desire to exclude her husband from her family, the husband and his dependent parents shall no longer be deemed, for the purposes of this Act, to be included in the family of such female employee unless the said notice is subsequently withdrawn by such female employee in form “B”.

Explanation.—Where the personal law of an employee permits the adoption by him of a child, any child lawfully adopted by him shall be deemed to be included in his family, and where a child of an employee has been adopted by another person and such adoption is, under the personal law of the person making such adoption, lawful, such child shall be deemed to be excluded from the family of the employee.

(f) “Gratuity” means the lump-sum amount granted to the employee of the Board at the time of leaving service.

(g) “Member Secretary” means the Member Secretary of the Haryana Khadi and Village Industries Board.

(h) “Retirement” means termination of the service of an employee otherwise than on superannuation.

(i) “Superannuation”, in relation to an employee means :—

(i) the attainment by the employee of such age as is fixed in the contract or conditions of service as the age on the attainment of which the employee shall vacate the employment ;

(ii) in any other case, the attainment by the employee the age of 58 years.

- (j) "Wages" means all emoluments which are earned by an employee while on duty, on leave in accordance with the terms and conditions of his employment and which are paid or are payable to him in cash and includes D.A. but does not include any bonus, commission, house-rent allowance, overtime wages or any other allowance.

3(1) (a). Gratuity shall be payable to an employee on the termination of his employment after he has rendered continuous service for not less than five years :—

- (a) on his superannuation, or
- (b) on his retirement or resignation, or
- (c) on his death or disablement due to accident or disease :

Provided that the completion of continuous service of five years shall not be necessary where the termination of the employment of any employee is due to death or disablement :

Provided further that in the case of death of the employees, gratuity payable to him shall be paid to his nominee or, if no nomination has been made, to his heirs.

Explanation.—For the purposes of this section, disablement means such disablement as incapacitates an employee for the work which he was capable of performing before the accident or disease resulting in such disablement.

3(1). (b). For the purpose of computing the gratuity payable to an employee who is employed, after his disablement, on reduced wages, his wages for the period preceding his disablement shall be taken to be the wages received by him during that period, and his wages for the period subsequent to his disablement shall be taken to be the wages as so reduced.

3(2) (a). For every completed year of service or part thereof in excess of six months, the employer shall pay gratuity, to an employee at the rate of fifteen days' wages based on the rate of wages last drawn by the employee concerned.

3(2) (b). The amount of gratuity payable to an employee shall not exceed twenty month's wages.

4. Notwithstanding anything contained in sub-section 3.1(a) :—

- (a) the gratuity of an employee, whose service have been terminated for any act, wilful omission or negligence causing any damage or loss, or destruction of property belonging to the Board, shall be forfeited to the extent of the same or less so caused,

(b) the gratuity payable to an employee shall be wholly forfeited :—

- (i) if the services of such employee have been terminated for his riotous or dis-orderly conduct, or any other act of violence on his part, or
- (ii) if the services of such employee have been terminated for any act which constitutes an offence involving moral turpitude, provided that such offence is committed by him in the course of his employment.

5. *Nominations.*—(1) A nomination shall be in Form 'C' and submitted in duplicate by personal service by the employee after taking proper receipt or by sending through registered post acknowledgement due to the Member Secretary :—

- (i) in the case of an employee who is already in employment for a year or more on the date of commencement of these regulations ordinarily, within ninety days from such date ; and
- (ii) in the case of an employee who completes one year of service after the date of commencement of these regulations, ordinarily within thirty days of the completion of one year of service :

Provided that nomination in Form 'C', shall be accepted by the Member Secretary after the specified period, if filed with reasonable grounds for delay, and no nomination so accepted shall be invalid merely because it was filed after the specified period.

(2) Within thirty days of the receipt of a nomination in Form 'A' under sub-regulation (1) the Member Secretary shall get the service particulars on the employee, as mentioned in the form of nomination, verified with reference to the records of the establishment and return to the employee after obtaining a receipt thereof, the duplicate copy of the nomination in Form 'C' duly attested by the Member Secretary as a token of recording of the nomination and the other copy of the nomination shall be recorded.

(3) An employee who has no family at the time of making a nomination shall, within ninety days of acquiring a family submit in the manner specified in sub-regulation (1), a fresh nomination, as required and sub-regulation (4) of regulation 5, in duplicate in Form 'D' to the Member Secretary and thereafter the provision of sub-regulation (2) shall apply *mutatis mutandis* as if it was made under sub-regulation (1).

(4) A notice of modification of a nomination, including cases where a nominee predeceases an employee, shall be submitted in duplicate in Form 'E' to the Member Secretary in the manner specified in sub-regulation (1), and thereafter the provisions of sub-regulation (2) shall apply *mutatis mutandis* as if it was made under sub-regulation (1).

(5) A nomination or a fresh nomination or a notice of modification of nomination shall be signed by the employee or, if illiterate, shall bear his thumb-impression, in the presence of two witnesses, who shall also sign a declaration to that effect in the nomination, fresh nomination or notice or modification of nomination, as the case may be.

(6) A nomination, fresh nomination or notice of modification of nomination shall take effect from the date of receipt thereof by the Member Secretary.

6. *Application for gratuity.*—(1) An employee who is eligible for payment of gratuity under the regulation or any person authorised, in writing, to act on his behalf shall apply, ordinarily within thirty days from the date of gratuity became payable, in Form 'F' to the Member Secretary:

Provided that where the date of superannuation or retirement of an employee is known, the employee may apply to the Member Secretary before thirty days of the date of superannuation or retirement.

(2) A nominee of an employee who is eligible for payment of gratuity under the second proviso to sub-regulation (1) of regulation 3 shall apply, ordinarily within thirty days from the date of gratuity became payable to him, in Form 'G' to the Member Secretary:

Provided that an application in plain paper with relevant particulars shall also be accepted. The Member Secretary may obtain such other particulars as may be deemed necessary by him.

(3) A legal heir of an employee who is eligible for payment of gratuity under the second proviso to sub-regulation (1)(a) of regulation 3 shall apply ordinarily within one year from the date the gratuity became payable to him, in form 'H' to the Member Secretary.

(4) An application for payment of gratuity filed after the expiry of the periods specified in this regulation shall also be entertained by the Member Secretary, if the applicant adduces sufficient cause for the delay in preferring this claim, and no claim for gratuity under the Regulation shall be invalid merely because the claimant failed to present his application within the specified period. Any dispute in this regard shall be referred to the Chairman for his decision.

(5) An application under this regulation shall be presented to the Member Secretary either by personal service or by registered post acknowledgement due.

7. *Notice for payment of Gratuity.*—(1) Within fifteen days of the receipt of an application under regulation 6 for payment of gratuity, the Member Secretary shall :—

Issue a notice in Form 'I' to the applicant employee, nominee or legal heir, as the case may be specifying the amount of gratuity payable and fixing a date, not being later than the thirtieth day after the date of receipt of the application, for payment thereof or ;

(2) In case payment of gratuity is due to be made in the M.S. Office, the date fixed for the purpose in the notice in Form 'I' under clause (i) of sub-regulation (1) shall be refixed by the Member Secretary, if a written application in behalf is made by the payee explaining why it is not possible for him to be present in person on the date specified.

(3) If the claimant for gratuity is a nominee or a legal heir the Member Secretary may ask for such witness or evidence as may be deemed relevant for establishing his identity or maintainability of his claim as the case may be. In that case the time limit specified for issuance of notices under sub-regulation (1) this shall be operative with effect from the date such witness evidence, as the case may be called for by the Member Secretary is furnished to the Member Secretary.

(4) A notice in Form 'I' shall be served on the applicant either by personal service after taking receipt or by registered post with acknowledgement due.

8. *Mode of payment of gratuity.*—The gratuity payable under the regulation shall be paid in cash or if so desired by the payee, in demand draft, or bank cheque to the eligible employee, nominee or legal heir, as the case may be.

Provided that in case the eligible employee, nominee or legal heir, as the case may be, so desires and the amount of gratuity payable is less than one thousand rupees, payment may be made by postal money order after deducting the postal money order commission there from the amount payable.

G. L. NANDA,
Chairman,
Khadi and Village Sudhar Board, Haryana.

FORM 'A'

[See Regulation 2(e)]

Notice for excluding husband from family

From :

1. Name of the female employee ..
2. Name or description of establishment where employed ..
3. Post held ..
4. Permanent address ..

Take notice that I, Smt. _____ desire to exclude my husband
Shri _____ from my family for the purpose of the Haryana Khadi and
Village Industries Board Gratuity Regulations, 197 .

Place :

Signature/Thumb-impression of the employee

Date :

Declaration by witnesses

The above notice was signed/thumb-impressed before me.

Name in full and full address of witnesses :

Signature of witnesses.

- | | |
|----|----|
| 1. | 1. |
| 2. | 2. |

Place :

Date :

To

The Member Secretary.

FORM 'B'

[See Regulation 2(e)]

Notice of withdrawal of notice for excluding husband from family

1. Name of the female employee ..
2. Name or description of establishment where employed ..
3. Post held] ..
4. Permanent address ..

Take notice that I, Smt. _____ hereby withdraw the notice, dated _____, whereby I excluded my husband Shri _____ from my family for the purpose of the payment of Haryana Khadi and Village Industries Board Gratuity Regulation, 197_____ recorded under your reference No. _____, dated _____.

Place :

Signature/Thumb-impression of the employee.

Date :

Declaration of witness

The above notice of withdrawal was signed/thumb-impressed before me.

Name in full and full address of witnesses :

Signatures of witnesses :

1.

1.

2.

2.

Place :

Date :

To

The Member Secretary.

FORM 'C'
[See Regulation 5(1)]

Nomination

To

(Give here name or description of the establishment with full address).

1. Shri/Smt./Kumari _____ whose particulars are given in the
(Name in full here)

Statement below, hereby nominated the person(s) mentioned below to receive the gratuity payable after my death was also the gratuity standing to my credit in the event of my death before that amount has become payable or having become payable has not been paid and direct that the said amount of gratuity shall be paid in proportion indicated against the name(s) of the nominee(s).

2. I hereby certify that the person(s) mentioned is /are member(s) of my family within the meaning of clause (e) of Haryana Khadi and Village Industries Board Gratuity Regulation, 197_____.

3. I hereby declare that I have no family within the meaning of clause (e) of section 2 of the said regulation.

4. (a) My father/mother/parents is/are not dependent on my husband.

5. (b) My husband's father/mother/parents is/are not dependent on my husband.

6. I have excluded my husband from my family by a notice, dated the _____ to the Member Secretary in terms of the proviso to clause (e) of section 2 of the said regulation.

7. Nomination made herein invalidates my previous nomination.

NOMINEE (S)

Name in full with full address of nominee(s)	Relationship with the employee	Age of nominee	Proportion by which the gratuity will be shared
1.			
2.			
3.			
4.			
5.			

FORM 'D'

[See Regulation 5(3)]

Fresh Nomination

To

(Give here name or description of the establishment with full address).

1. Shri/Smt. _____ whose particulars are given in the statement below, have acquired a family within the meaning of clause (e) of section 2 of the Haryana Khadi and Village Industries Gratuity Regulations 197_____ with effect from the _____ (date here) _____ in the manner indicated below to receive the gratuity payable after my death as also the gratuity standing to my credit in the event of my death before that amount has become payable, or having become payable has not been paid direct that the said amount of gratuity shall be paid in proportion indicated against the name (s) of the nominee(s).

2. I hereby certify that the person(s) nominated is/are member(s) of my family within the meaning of clause (e) of section 2 of the said regulation.

3. (a) My father/mother/parents is/are not dependent on my husband.

(b) My husband's father/mother/parents is/are not dependent on my husband.

4. I have excluded my husband from my family by a notice dated the _____ to the Member Secretary in terms of the proviso to clause (e) of section 2 of the said regulation.

NOMINEE(S)

Name in full with full address of nominee(s)	Relationship with the employee	Age of nominee	Proportion which the gratuity will be shared
1.			
2.			
3.			
4.			
so on			

Manner of acquiring a "family"

(Here give details as to how a family was acquired, i.e., whether by marriage parents or being rendered dependent or through other process like adoption).

FORM 'E'

[See Regulation 5(4)]

Modification of nomination

To

(Give here name or description of the establishment with full address)

1. Shri/Smt./Kumari _____ whose particulars are given in the statement (Name in full here)

below hereby give notice that the nomination filed by me on----- and shall stand modified in the following manner :—

(Here give details of the modification intended)

STATEMENT

1. Name of the employee in full
2. Sex
3. Religion
4. Whether unmarried/married/widow/widower
5. Department/Branch/Section
6. Post held
7. Date of appointment
8. Address in full

Place :

Signature/thumb-impression of the employer.

Date :

Declaration by witnesses

Modification of nomination signed/thumb-impressed before me.

Name in full and full address of witnesses :

Signatures of witnesses. :

- | | |
|----|----|
| 1. | 1. |
| 2. | 2. |

Place :

Date :

FORM 'F'

[. See Regulation 6(1)]

To

(Give here name or description of the establishment with full address)

Sir/Gentleman,

I beg to apply for payment of gratuity to which I am entitled under sub-section (1) of regulation 3 of the Haryana Khadi & V.I. Board Gratuity Regulation, 1975 on account of my superannuation/retirement/resignation after completion of not less than five years of continuous service/total disablement due to accident/total disablement due to disease with effect from ----- Necessary particulars relating to my appointment in the establishment are given in the statement below:—

STATEMENT

1. Name in full
- Address in full

3. Department/Branch/Section
4. Post held
5. Date of appointment
6. Date and cause of termination of service
7. Total period of service.
8. Amount of wages last drawn
9. Amount of gratuity claimed.

2. I was rendered totally disabled as a result of (here give the details of the nature of disease or accident).

The evidence witnesses in support of my total disablement are as below :—

(Here give details).

3. Payment may please be made in cash/open or crossed bank cheque.

4. As the amount of gratuity payable is less than Rupees one thousand, I shall request, you to arrange for payment of the sum due to me by Postal Money Order at the address mentioned above after deducting postal money order commission therefrom.

Place

Yours faithfully,

Date

Signature/thumb impression of the
applicant employee.

Notes:—(1) Strike out the words not applicable.

(2) Strike out paragraphs not applicable.

FORM 'G'

[See Regulation 6(2)]

(Application for gratuity by a nominee)

To

(Give here the name or description of the establishment with full address).

Sir/Gentlemen,

I beg to apply for payment of gratuity to which I am entitled under sub-regulation (1) of regulation 3 of the Haryana Khadi and V.I. Board Gratuity Regulation, 197—as a nominee of Late (Name of the employee) who was an employee of your establishment and died on—. The gratuity is payable on account of the death of the aforesaid employee while in service/superannuation of the aforesaid employee on —retirement or resignation of the aforesaid employee on —after completion of —years of service/total disablement of the aforesaid employee due to accident or disease while in service with effect from the —statement below :—

Statement

1. Name of applicant nominee.
2. Address in full of the applicant nominee.
3. National status of the applicant nominee (un-married/married /widow/widower).
4. Name in full of the employee.

5. Marital status of employee.
6. Relationship of the nominee with the employee.
7. Total period of service of the employee.
8. Date of appointment of the employee.
9. Date and cause of termination of service of the employee.
10. Department/Branch Section where the employee last worked.
11. Post last held by the employee.
12. Total wages last drawn by the employee.
13. Date of death and evidence witness as proof of death of the employee.
14. Total gratuity payable to the employee.
15. Share of gratuity claimed.

2. I declare that the particulars mentioned in the above statement are true and correct to the best of my knowledge and belief.

3. Payment may please be made in cash/crossed or open bank cheque.

4. As the amount payable is less than Rupees one thousand, I shall request you to arrange for payment of the sum due to me by postal money order at the address mentioned above after deducting postal money order commission therefrom.

Yours faithfully,

Signature/Thumb impression of the
applicant nominee.

Place_____

Date_____

Note.—Strike out the words not applicable.

FORM 'H'

(Application for gratuity by a legal heir)

To

(Give here the name or description of the establishment with full address).

Sir/Gentlemen,

I beg to apply for payment of gratuity to which I am entitled under sub-regulation (1) of regulation 3 of the Haryana Khadi and V.I. Board Gratuity Regulation, 197— as a legal heir of late _____ (name of the employee) who was an employee of your establishment and died on _____ without making any nomination. The gratuity is payable on account of the death of the aforesaid employee on the _____ retirement or resignation of the aforesaid employee on the _____ after completion of _____ year of service/total disablement of the aforesaid employee due to accident or disease while in service with effect from _____. Necessary particulars relating to my claim are given in the statement below :—

Statement

1. Name of applicant legal heir.
2. Address in full of applicant legal heir.
3. Marital status of the applicant legal heir (Unmarried/Married/Widow/Widower).

4. Name in full of the employee.
5. Relationship of the applicant and the employee.
6. Religion of both the applicant and the employee.
7. Date of appointment and total period of service of the employee.
8. Department/Branch/Section where the employee worked last.
9. Post last held by the employee.
10. Total wages last drawn by the employee.
11. Date and cause of termination of service of the employee (Death or otherwise).
12. Date of death of the employee and evidence/witness in support thereof.
13. Total gratuity payable to the employee.
14. Percentage of the gratuity claimed.
15. Basis of the claim and evidence/witness in support thereof.

2. I declare that the particulars mentioned in the above statement are true and correct to the best of my knowledge and belief.

3. Payment may please be made in cash/open or crossed bank cheque.

4. As the amount payable is less than Rupees one thousand I shall request you to arrange for payment of the sum due to me by postal money order at the address mentioned above after deducting postal money order commission therefrom.

Yours faithfully,

Place _____
Date _____

Signature/Thumb-impression of the
applicant/legal heir.

Note.—Strike out the words not applicable.

FORM 'I'
[See Regulation 7(1)]
Notice for payment of Gratuity

To

(Name and address of the applicant employee/nominee/legal heir).

You are hereby informed as required under clause (i) of sub-regulation (1) of Regulation of the Haryana Khadi and V. I. Board Gratuity Regulation, 197— that a sum of Rs— (Rupees—) is payable to you as gratuity/as your share of gratuity in terms of nomination made by— on—

2. Please call at— on— (Here specify place)—
date— at— for collecting your payment in cash/open
or crossed cheque (time).

3. Amount payable shall be sent to you by postal money order at the address given in your application after deducting the postal money order commission, as desired by you, by—. Brief statement of calculation.

1. Total period of service of the employee concerned:—
years— months.

2. Wages last drawn.

3. Proportion of the admissible gratuity payable in terms of nomination as a legal heir.

Place:

Signature of the Member-Secretary.

Date:

Name or description of establishment or rubber stamp thereof.

Note.—Strike out the words not applicable.

No. 6951/11BII-76/40328.—The following Regulations made by the Haryana Khadi and Village Industries Board with the previous sanction of the Governor of Haryana in exercise of the powers conferred by section 35 of the Punjab Khadi and Village Industries Board Act, 1955 (Punjab Act No. 40 of 1956), are hereby notified in pursuance of sub-section (1) of the said section:—

PART I—GENERAL

(1) *Short title and commencement.*—(a) These regulations may be called the Haryana Khadi and Village Industries Board (Services) Regulation, 197

(b) These regulations shall apply to all the employees of the Haryana Khadi and Village Industries Board except permanent Government servants, who shall be governed by the rules of conduct and discipline of their parent department and in respect of other matters by the terms and conditions of their deputation.

These Regulations shall come into force from the date of notification.

2. *Definition.*—In these Regulations unless there is any thing repugnant in the subject or context:—

- (a) "Board" means the Haryana Khadi and Village Industries Board.
- (b) "Chairman" means the Chairman of the Haryana Khadi and Village Industries Board.
- (c) "Class of post" means posts of the same nomenclature having identical scales of pays; and
- (d) "Direct Appointment" means an appointment made otherwise than by promotion from amongst the members of service or by transfer of an official already in service of the Government.
- (e) "Competent authority" means the Haryana Khadi and Village Industries Board.
- (f) "Government" means the Haryana Government.
- (g) "Member Secretary" means the Member Secretary of the Haryana Khadi and Village Industries Board.
- (h) "Posts" means the posts specified in appendix 'A' these Regulations.
- (i) "Recognised University" means any University incorporated by law in any of the States of India. In the case of Degrees of Diplomas obtained as a result of Examination held before 15th August, 1947, the Punjab Sind or Dacca University also and any other University which is declared by Government to be a recognised University.
- (j) "Service" means the Haryana Khadi and Village Industries Board Service.

3. *Number and Character of Posts.*—The service shall comprise the posts shown in appendix 'A':

Provided that nothing in these Regulations shall effect the right of the Board to add or reduce the number of such posts or create new posts with the approval of Government, with different designations and scales of pay.

4. The Board shall be the appointing authority in respect of all posts borne on the services.

5. *Nationality and Domicile.*—1. (A candidate for appointment to any post must be :—

- (a) A citizen of India or
- (b) A subject of Nepal or Bhutan or
- (c) A Tibetan refugee who came over to India before 1st January, 1962 with the intention of permanently settling in India.
- (d) A person of Indian origin who has migrated from Pakistan, Burma, Ceylon and East African countries of Kenya, Uganda and United Republic of Tanzania (formerly Tanganyika and Zanzibar) with the intention of permanently settling in India :

Provided that a person belonging to category (b), (c) or (d) shall be a person in whose favour a certificate of eligibility has been issued by the Government of India and if he belongs to category (d), the certificate of eligibility will be issued for a period of one year, after which such person will be retained in the Service subject to his having acquired Indian citizenship.

2. A person in whose case a certificate of eligibility is necessary may be admitted to an examination or interview conducted by the Haryana Khadi and Village Industries Board on his furnishing proof that he has applied for the certificate and he may also provisionally be appointed subject to the necessary certificate being issued to him by the Government of India.

6. **Age and Qualifications.**—(a) No person shall be recruited to the service by direct appointment unless he is not less than 17 years and not more than 27 years ;

Provided that the Board may in special circumstances to be recorded in writing relax the upper age limit ;

Provided further that in the case of candidates belonging to scheduled castes/backward classes/scheduled tribes, maximum age limit shall be as such as may be prescribed by Government from time to time.

(b) No person shall be appointed to the service unless he possesses the educational and technical qualification prescribed for the posts as detailed in Appendix 'B' of these Regulations ;

Provided that other things being equal preference will be given indirect appointment only to a candidate who has himself worked for the cause of National Independence or has rendered some outstanding social or public service.

(c) Produces a certificate of character from the Principal, Academic Officer of the University, College, School or Institution last attended, if any, and similar certificates from 2 responsible persons not being his relatives and well acquainted with him in private life.

7. **Disqualifications.**—(1) No person, who has more than one wife living or who has spouse living marries in any case, in which such marriage is void by reason of its taking place during the life time of such spouse, shall be eligible for appointment to any post.

(2) No women, whose marriage is void by reason of the husband having a wife living at the time of such marriage or who has married a person who has a wife living at the time of such marriage shall be eligible for appointment to any post ;

Provided that Board may, if satisfied, that there are special grounds for so, exempt any person from the operation of this Regulations.

8. (1) **Method of Recruitment.**—(a) In the case of Gur Development Officer :—

(i) By direct appointment on the basis of a qualifying test or interview or both (as may be decided by Board) to be conducted/held by the appointing authority provided that the candidate shall be possessing the minimum educational/technical qualifications prescribed for the post.

OR

(ii) By promotion from amongst the Technical Supervisors/District Khadi and Village Industries Officers by selection on the basis of seniority-cum-merit provided that they have at least five years service as such and have acquired 3 years experience in the field work in Gur Khandasari or Sugar Industry.

OR

(iii) By transfer or deputation of officials working in other departments of Haryana Government provided they have at least five years experience in the field of development of Gur Khandasari or Sugar Industry.

(b) In the case of Village Industries Organiser :—

(i) By direct appointment on the basis of a qualifying test or interview or both (as may be decided by Board) to be conducted/ held by the appointing authority provided that the candidate shall be possessing the minimum educational/technical qualifications prescribed for the post.

OR

(ii) By promotion from amongst the Technical Supervisors/D.K.V.I.O's by selection on the basis of seniority-cum-merit provided they have at least 5 years service as such and have acquired 3 years experience in the field work in any of the Village Industries except Gur Khandasari or Sugar.

OR

(iii) By transfer or on deputation of officials working in other departments of Haryana Government provided they have at least 5 years experience in the field relating to development of Village Industries other than gur khandasari/or sugar.

(c) In the case of Technical Supervisors/District Khadi and Village Industries Officers:—

- (i) By direct appointment on the basis of a qualifying test or interview or both (as may be decided by the Board) to be conducted/ held by the appointing authority provided that the candidate shall be possessing the minimum educational/technical qualifications prescribed for the post.

OR

- (ii) By promotion on the basis of seniority-cum merit from amongst the (a) Demonstrator (Leather) provided they are atleast Matriculate and have 5 years experience as such (b) Instructor (Carpentry & Blacksmithy), Inspector Village Oil Industry, Supervisor (Leather), Assistant Gur Development Inspector, Supervisor (Hand Pounding of Paddy Industry), Instructor (Pottery) provided they are at least Matriculate and have 7 years service as such and (c) Demonstrator Gur Khandsari provided they are at least Matriculate and have 10 years experience as such.

Note.—In case of promotion, a slab of five vacancies will be made and the vacancies in the slab will be filled up in the following order :—

- (a) 1st vacancy to be filled up amongst Demonstrator (Leather).
- (b) 2nd vacancy to be filled up amongst Instructor (C and B).
- (c) 3rd vacancy to be filled up amongst Demonstrator (Leather).
- (d) 4th vacancy to be filled up amongst all other categories except Demonstrator (Leather), Supervisor (Leather), Instructor (C & B) and Demonstrator (G. K.).
- (e) 5th vacancy to be filled up amongst Demonstrator (G.K.).

In case a suitable person fulfilling the requisite conditions is not available in a particular category, the vacancy could be considered to be surrendered for that particular category and it would be filled up from the next category. No advantage of such surrendered vacancy would accrue while filling up the subsequent vacancies.

The inter-seniority for the promotion will be determined in the following order:—

- (a) Demonstrator (Leather).
- (b) All other categories except Demonstrator (Leather) and Demonstrator, Gur Khandsari.
- (c) Demonstrator, Gur Khandsari.
- (d) In the case of Demonstrator, Leather:—

- (i) By direct appointment on the basis of qualifying test or interview or both (as may be decided by the Board) to be conducted/ held by the appointing authority provided that the candidate shall be possessing the minimum educational/technical qualifications prescribed for the post.

OR

- (ii) By promotion from amongst Supervisors (Leather) by selection on the basis of seniority-cum-merit.

OR

- (iii) By transfer or deputation of officials working in other department of Haryana Government provided they have at least 5 years experience as such.

(e) In the case of Assistant Inspector, Gur Khandsari.

(i) By direct appointment on the basis of qualifying test or interview or both (as may be decided by the Board) to be conducted/ held by the appointing authority provided that the candidate shall be possessing the minimum educational/technical qualifications prescribed for the post.

OR

(ii) By promotion from amongst the Demonstrator, Gur Khandsari by selection on the basis of seniority-cum-merit.

OR

(iii) By transfer or deputation of officials from other Departments of Haryana Government provided they have at least 5 years experience in the trade/line.

(f) In the case of Demonstrator (Gur Khandsari).

(i) By direct appointment on the basis of a qualifying test or interview or both (as may be decided by the Board) to be conducted/held by the appointing authority provided that the candidate shall be possessing the minimum educational/technical qualifications prescribed for the post.

OR

(ii) By promotion from amongst the Gur Guide by selection on the basis of seniority-cum-merits provided he is at least matriculate.

OR

(iii) By transfer or deputation of officials from other Department of Haryana Government provided they have atleast 5 years experience in the trade/line.

(g) In the case of odd Technical posts, like Inspector (Oil), Supervisor (Leather), Gur Guide, Mistry (Oil), Supervisor (Hand Pounding of Paddy Industry), Instructor (Pottery), Instructor (Carpentry and Blacksmithy), Manager, (Hand Made Paper Centre), Weaving Instructors, etc.

(i) By direct appointment on the basis of a qualifying test or interview or both (as may be decided by the Board) to be conducted/held by the appointing authority provided that the candidate must be possessing the minimum educational/technical qualification prescribed for the post.

OR

(ii) By transfer or deputation of officials from other Departments of Haryana Government provided they have adequate experience/training in the trade.

(h) In the case of Superintendent.

(i) By direct appointment on the basis of a qualifying test or interview or both (as may be decided by the Board) to be conducted/held by the appointing authority provided that the candidate shall be possessing the minimum educational qualifications prescribed for the post.

OR

(ii) By promotion from amongst the Senior Auditor/Head Accountant, on the basis of seniority-cum-merit provided they have at least 5 years experience as Assistant.

OR

(iii) By transfer or deputation of officials from other departments of Haryana Government provided they have at least 10 years experience as Assistant or 3 years in supervisory capacity as Head Assistant.

(i) In the case of Senior Auditor :

(i) By direct appointment on the basis of qualifying test or interview or both (as may be decided by the Board) to be conducted held by the appointing authority provided that the candidate must be possessing the minimum educational/technical qualifications prescribed for the post.

OR

(ii) By promotion from amongst the Head Accountant/Accountant/Junior Auditor/Assistants/Statistical Assistant on the basis of selection on seniority-cum-merit provided they have at least 5 years experience of account/audit.

OR

(iii) By transfer or deputation of officials from other departments of Haryana Government provided they have at least 5 years experience in the maintainance of accounts in some responsible capacity.

(j) In the case of Head Accountant.

(i) By direct appointment on the basis of qualifying test or interview or both (as may be decided by the Board) to be conducted/held by the appointing authority provided that the candidate must be possessing the minimum educational/technical qualifications prescribed for the post.

OR

(ii) By promotion from amongst the Accountants/Junior Auditor/Assistants/Statistical Assistant on the basis of selection on seniority-cum-merit provided they have atleast 5 years experience.

OR

(iii) By transfer or deputation of official from Haryana Government provided they have atleast 5 years experience in the maintainance of accounts ifi some responsible caacity.

(k) In the case of Assistant/Accountant/Junior Auditor/Statistical Assistant :

(i) By direct appointment on the basis of qualifying test or interview or both (as may be decided by the Board) to be conducted/held by the appointing authority provided that the candidate must be possessing the minimum educational/technical qualifications prescribed for the post.

OR

(ii) By promotion from amongst the Clerks/Typists/Steno-Typists on the basis of seniority-cum-merit provided he has experience of at least 2 years in the case of a Graduate and 5 years in the case of Matriculate.

OR

(iii) By transfer or deputation of the officials from the other departments of the Haryana Government provided they have experience of clerical job for atleast 5 years.

(l) In the case of P.A. to Chairman :

(i) By direct appointment on the basis of a qualifying test or interview or both (as may be decided by the Board) to be conducted/held by the appointing authority provided that the candidate must be possessing the minimum educational/technical qualifications prescribed for the post.

OR

(ii) By promotion of the members of the service by selection on the basis of a qualifying test in short-hand and typing as prescribed in the case of direct appointment.

(m) In the case of Stenographers/Steno-Typist :

(i) By direct appointment on the basis of a qualifying test or interview or both (as may be decided by the Board) to be conducted/held by the appointing authority provided that the candidate must be possessing the minimum educational/technical qualifications prescribed for the post.

OR

(ii) By promotion of the members of service by selection on the basis of a qualifying test in short-hand and typing as prescribed in the case of direct appointment.

(n) In the case of Cashier :

(i) By direct appointment on the basis of a qualifying test or interview or both (as may be decided by the Board) to be conducted/held by the appointing authority provided that the candidate must be possessing the minimum educational/technical qualifications prescribed for the post.

OR

(ii) By promotion from amongst the clerks who have atleast 2 years service of the Board on the basis of selection on seniority-cum-merit.

(o) In the case of Clerks:

(i) By direct appointment provided the candidate is atleast Matriculate and knows typing at the speed of 30 W.P.M. in Hindi/English.

OR

(ii) By promotion on the basis of seniority-cum-fitness amongst the Class IV employees and such Class III employees (such as Restorar, Gestetner Operator etc.) those pay scales are lower than that of a Clerk provided they are Matriculates having five years service of the Board and their work and conduct during that period has been satisfactory.

(p) In the case of other posts not specified above :

(i) By direct recruitment, subject to their fulfilment the basis qualifications prescribed for the post by the appointing authority.

8. (2) When any vacancy occurs or is about to occur in the Board, the Board shall determine in what manner such vacancy should be filled.

9. Condition of service:

(1) *Probation of Members of Service.*—Persons appointed to any post shall remain on probation for a period of two years, if recruited by direct appointment and one year, if recruited, otherwise, provided that:—

(a) any period, after such appointment, spent on deputation on a corresponding or a higher post shall count towards the period of probation ;

(b) in the case of a appointment by transfer, any period of work in equivalent or higher rank, prior to appointment to the service may, in the discretion of the appointing authority, be allowed to count towards the period of probation ; and

(c) any period of officiating appointment to a service shall be reckoned as period spent on probation but no person who has so officiated shall on the completion of prescribed period of probation, be entitled to be confirmed, unless he be appointed against a permanent vacancy.

(2) If in the opinion of the appointing authority the work or conduct of a person during the period of probation is not satisfactory it may :—

(a) If such person is recruited by direct appointment dispense with his services ; and

(b) If such person is recruited otherwise :—

(i) revert him to his former post ; or

(ii) deal with him in such other manner as the terms and conditions of the previous appointment permit.

(3) On the completion of the period of probation of a person, the appointing authority may—

(a) if his work or conduct has, in its opinion, been satisfactory :—

(i) declare that he has completed his probation satisfactorily.

(ii) If his work or conduct has not been, in its opinion, satisfactory :—

(i) dispense with his service, if recruited by direct appointment or if recruited otherwise revert him to his former post, or deal with him in such other manner as the terms and conditions of his previous appointment permit ; or

(ii) extend his period of probation and thereafter pass such orders as it could have passed on the expiry of the first period of probation :

Provided that the total period of probation, including extension, if any, shall not exceed three years.

10. Seniority of Members of the Service :

(1) The seniority *inter-se* of members of the service holding the same class of posts shall be determined by the length of continuous service on that post :

Provided further that in the case of members recruited by direct appointment, the order of merit shall not be disturbed and persons appointed as a result of an earlier selection shall be senior to those appointed as a result of subsequent selection:

Provided further that in the case of two members appointed on the same date, their seniority shall be determined as follows :—

(a) a member recruited by direct appointment shall be senior to a member recruited otherwise.

(b) a member appointed by promotion shall be senior to a member appointed by transfer.

(c) in the case of a member appointed by promotion or by transfer, seniority shall be determined according to the seniority of such members in the appointment from which he was promoted or transferred, and

(d) in the case of members appointed by transfer from different cadres their seniority shall be determined according to pay preference being given to a member who was drawing a higher rate of pay in his previous appointment, and if the length of such services is also the same an older member, shall be senior to a younger member.

Note.—In the case of members whose period of probation is extended under Rule 9, the date of appointment for the purpose of this rule shall be deemed to have been deferred to the extent the period of probation is extended.

11. Pay of Members of Service :

Members of the service shall be entitled to such scales of pay including special pay, if any, as may be authorised by Board from time to time. The scales of pay at present in force in respect of specified posts are given in Appendix 'A' to these Regulations.

12. Discipline, Penalties and Appeals :

(1) In matters relating to discipline, punishment and appeals, members of the service shall be governed by the Punjab (Civil Service Rules) (Punishment and Appeal) Rules, 1952 as amended from time to time ;

Provided that the nature of Penalties which may be imposed the authority empowered to impose such penalties and appellate authority shall be as specified in Appendix 'C' to these regulations.

(2) The authority competent to pass an order under clauses (c) and (d) of sub-regulation (1) of Regulation 10 of the Punjab Civil Services (Punishment and Appeal) Rules, 1952 and the appellate authority shall be as specified in Appendix 'C' to these Regulations.

13. Liability to Serve :

A member of the service shall be liable to serve at any place whether within or outside the State of Haryana on being ordered to do so by the appointing authority.

14. Leave and other matters :

In respect of leave, pay and other matters not expressly provided for in these Regulations members of the service shall be governed by the Punjab C.S.R. Vol. I and III or such other instructions, rules and regulations as may be issued from time to time by Haryana Government.

15. Liability for Vaccination and Revaccination :

Every member of the service shall get himself vaccinated or re-vaccinated when directed to do so by a special or general order.

16. Power of Relaxation :

Where the Board is of the opinion that it is necessary or expedient so to do, it may, by order for reasons to be recorded in writing relax any of the provisions of these Regulations with respect to any class or category of persons.

17. Oath of Allegiance :

Every member of the Service, unless he has already done so, shall be required to take the oath of allegiance to India and to the Constitution of India as by law established.

18. Reservation :

Nothing contained in these rules shall affect reservations and other concessions required to be provided for Scheduled Castes and other Backward Classes in accordance with the orders issued by the State Government in this regard from time to time, under clause (4) of article 16 of the Constitution.

APPENDIX 'A' (As referred into Regulation 3)

Serial No.	Designation of Post	No. of posts	Scale
1	2	3	4
			Rs
1	Gur Development Officer	1	350—25—500/30—590—830/35—900
2	Village Industries Organiser	1	350—25—500/30—650/30—800
3	Technical Supervisor (Hand Made Paper)	1	225—15—360/20—500 <i>plus</i> Rs 25 as Special Pay
4	Technical Supervisor (Pottery)	1	225—15—360/20—500 <i>plus</i> Rs 25 as Special Pay
5	Technical Supervisor (Fibre)	1	225—15—360/20—500 <i>plus</i> Rs 25 as Special Pay
6	District Khadi and Village Industries Officers	10	225—15—360/20—500
7	Demonstrator (Leather)	5	200—10—280/15—430/20—450
8	Inspector (Oil)	6	140—6—170/8—210/10—300
9	Supervisor (Leather)	3	140—6—170/8—210/10—300
10	Assistant Inspector (Gur Khandsari)	1	140—6—170/8—210/10—300
11	Demonstrator (Gur Khandsari)	8	110—4—130/5—160/5—200
12	Gur Guide (Gur Khandsari)	8	90—3—120/4—140
13	Supervisor (Handpounding of Paddy Industry)	2	140—6—170/8—210/10—300
14	Mistry Oil	2	100—4—140/5—160
15	Instructor (Pottery)	1	140—6—170/8—210/10—300
16	Instructor (Carpentry and Blacksmithy)	3	160—10—280/15—400
17	Instructor (Pottery Demonstrator Squad)	1	125—10—225 (Consolidated)
18	Potter	1	100—8—180 (Consolidated)
WEAVING DISPLAY CENTRE			
19	Weaving Master	1	160—10—280/15—400
20	Weaving Instructor	1	140—6—170/8—210/10—300
FIBRE CENTRE, CHHACHRAULI			
21	Instructor-cum-Manager	1	150 (Consolidated)
22	Fieldman (Bee-keeping)	1	145 (Consolidated)
HEADQUARTER			
23	Superintendent	1	400—25—500/30—650

Serial No.	Designation of post	No. of posts	Scale
1	2	3	4
			Rs
24	P.A. to Chairman	1	225—15—360/20—500
25	Assistants	5	160—10—280/15—400
26	Stenographer	1	160—10—280/15—400
27	Steno-typist	1	110—4—130/5—160/5—225 plus Rs 25 as Special Pay
28	Senior Auditor	1	200—15—380/20—500 (for others) 360—25—450/25—600 (for S.A.S.)
29	Head Accountant	1	310—15—400/25—475
30	Accountant	1	160—10—280/15—400
31	Junior Auditor	1	160—10—280/15—400
32	Cashier	1	110—4—130/5—160/5—225 plus Rs 25 as Special Pay
33	Clerks	17×3	110—4—130/5—160/5—225
34	Drivers	2	110—4—130/5—160/5—180
35	Gestetner Operator	1	100—4—140/5—160

APPENDIX 'B' (As referred to in Regulation 6)

HARYANA KHADI AND VILLAGE INDUSTRIES BOARD,
CHANDIGARH

Serial No.	Name of the post	Qualifications for direct recruitment
1	2	3
1	Gur Development Officer	B.Sc. with technical background of about 5 years experience of field work in Gur and Khandsari or Sugar Industry. Should have competence to check control and guide the activities of Co-operative Societies and registered institutions including maintenance of accounts and preparation of statistical reports. Knowledge of Hindi upto Matric is essential.
2	Village Industries Organiser	B.Sc. with technical background of about 5 years experience of field work in any of the village industries except Gur and Khandsari and Sugar. Should have competence to check, control guide the activities of Co-operative Societies and registered institutions including maintenance of accounts and preparation of statistical reports. Knowledge of Hindi upto Matric is essential.

1	2	3
3	District Khadi and Village Industries Officer	B.A./B.Sc. with sufficient administrative knowledge having training in any of the village industries conducted by the Khadi Commission. Knowledge of Hindi upto Matric is essential.
4	Technical Supervisor, Hand Made Paper	B.A./B.Sc., Operative Course for Hand Made Paper approved by the Khadi Commission. However, experienced hand as Manager of Co-operative Societies engaged in Hand Made Paper Industry will be preferred. Knowledge of Hindi upto Matric is essential.
5	Technical Supervisor (Pottery)	B.A./B.Sc., with supervisory training in village pottery Industry conducted by the Khadi Commission. However, preference will be given to the experienced hand. Knowledge of Hindi upto Matric is essential.
6	Technical Supervisor (Fibre)	B.A./B.Sc. Supervisory training in Fibre Industry conducted by the Khadi Commission. However, preference will be given to the experienced hand. Knowledge of Hindi upto Matric is essential.
7	Demonstrator Leather	B.A./B.Sc. Supervisory training in Leather Industry conducted by the Khadi Commission. However, preference will be given to the experienced hand. Knowledge of Hindi upto Matric is essential.
8	Supervisor Leather	Matriculate/Higher Secondary. Certificate in Leather Foot-wear industry from any of the institutions recognised by the Commission. Knowledge of Hindi upto Matric is essential.
9	Inspector Oil	Matriculate/Higher Secondary. Training in Village Oil Industry from any of the institutions recognised by the Khadi Commission. Knowledge of Hindi upto Matric is essential.
10	Supervisor (Hand Pounding of Paddy Industry)	Matriculate with training in Hand Pounding of Paddy Industry from any of the institutions recognised by the Khadi Commission. However, preference will be given to the experienced hand. Knowledge of Hindi upto Matric is essential.
11	Instructor Pottery	Supervisory training in Village Pottery Industry conducted by the Khadi Commission. However, preference will be given to the experienced hand. Knowledge of Hindi is essential.
12	Mistry Oil	Can read and write English/Hindi training in Village Oil Industry from any of the institutions recognised by the Khadi Commission.
13	Instructor (Carpentary and Blacksmithy)	Matriculate/Higher Secondary. Diploma or Certificate from I.T.I. in Carpentry and Blacksmithy. Knowledge of Hindi upto Matric is essential.
14	Potters	Literacy, artisans training in pottery from any of the institutions recognised by the Khadi Commission. Proficiency in wheel work. Knowledge of Hindi is essential.
15	Assistant Inspector (Gur and Khandsari)	F./Sc./B.Sc., T.D.C. (Part I), Advance Training at Kanpur or Nasik. Knowledge of Hindi upto Matric is essential.

Serial No.	Name of post	Qualifications for direct recruitment
16	Demonstrator	.. Matric/Higher Secondary with Science. Advance training at Kanpur or Nasik Or Middle Pass with 3 years experience in the industry. Knowledge of Hindi upto Matric is essential.
17	Gur Guide	.. Middle pass with training in Gur and Khandsari Industry at State Level Or able to read and write with 3 years experience of Industry. Knowledge of Hindi is essential.
18	Superintendent	.. B.A. 5 years experience in supervisory capacity in Government offices/reputed firms. However, preference would be given to the higher qualified persons. Knowledge of Hindi upto Matric is essential.
19	P.A. to Chairman	.. B.A. with knowledge of short hand/typing. Knowledge of Hindi upto Matric is essential.
20	Assistant	.. B.A. with three years clerical experience Knowledge of Hindi upto Matric is essential.
21	Stenographer	.. Matriculate. Short hand speed 100 w. p. m. and typing speed 40 w.p.m. in English/Hindi. Preference would be given to the experienced persons. Knowledge of Hindi upto matric is essential.
22	Steno-typist	.. Matriculate. Short hand speed 80 w.p.m. and typing speed 30 w. p.m. in English/Hindi. Knowledge of Hindi upto Matric is essential.
23	Clerk	.. Matriculate. Should have a speed of 30 w.p.m. in type, Hindi/English. Preference will be given to the experienced hand. Knowledge of Hindi upto Matric is essential.
24	Cashier	.. Matriculate. Two years experience as Clerk in Government offices or firm of repute. However, persons having the experience of cash handling would be preferred. Knowledge of Hindi upto Matric is essential.
25	Driver	.. Able to read and write in English/Hindi. Possesses driving licence and 2 years experience of handling light and heavy vehicles.
26	Senior Auditor	.. B.A. with diploma in accountancy from any of the institutions recognised by the Government or Commercial with 3 years experience of audit in any of Government Departments or Commercial concerns. Knowledge of Hindi upto Matric is essential.
27	Junior Auditor	.. Graduate with 3 years experience of audit in some Government Department or Commercial firm of repute. Knowledge of Hindi upto Matric is essential.
28	Head Accountant	.. B.A. Diploma in Accountancy with 3 years experience in maintenance of accounts in any Government Department or Commercial concerns of Khadi institutions or Khadi Commission. Persons knowing double entry account system will be preferred. Knowledge of Hindi upto Matric is essential.

Serial No.	Name of the post	Qualifications for direct recruitment
29	Accountant	B.A. with 3 years experience in maintenance of accounts in any Government Department or Commercial concern or Khadi institutions or Khadi Commission. However, persons having knowledge of double entry account system will be preferred. Knowledge of Hindi upto matric is essential.
30	Weaving Master	Matriculate. Training in weaving conducted by the Khadi Commission, or able to read and write and 5 years experience in weaving. Knowledge of Hindi upto Matric is essential.
31	Weaving Instructor	Middle. Training in weaving conducted by the Khadi Commission or able to write and read Hindi and three years experience.
32	Instructor-cum-Manager, Fibre Centre, Chhachhrauli	Matriculate and training in Fibre and knowledge of accounts. Knowledge of Hindi upto Matric is essential.

APPENDIX 'C'

(As referred to in regulation 12)

Designation of the official	Nature of Penalty	Punishing Authority	Appellate Authority
All employees	(a) Census	Member-Secretary	Chairman
	(b) With holding of increments or promotion including stoppage at efficiency bar	Chairman	Board
	(c) Recovery from pay of the whole or part of it pecuniary loss caused to Board by negligency or breach of order	Chairman	Board
	(d) Reduction to lower post or time scale or to a lower stage in a time scale	Board	..
	(e) Dismissal from the service which ordinarily does not disqualify from future employment	Board	..
	(f) Dismissal from the service which ordinarily disqualifies from future employment	Board	..

(i) SHRI G. L. NANDA Chairman,
Khadi and Village Industries Board,
Haryana.

(ii) SHRI M.C. GUPTA, I.A.S.,
Commissioner and Secretary to Government, Haryana,
Industries Department.

TOWN AND COUNTRY PLANNING DEPARTMENT

The 31st December, 1976.

No. 5932-2TCP-76/10302.—In exercise of the powers conferred by sub-section (1) of section 4 of the Punjab Scheduled Roads and Controlled Areas Restriction of Unregulated Development Act, 1963, the Governo

of Haryana is pleased to declare the area around the town of Sohna, as specified in the schedules given below and shown in the Plan appended hereto, to be a Controlled Area for the purposes of the said Act, namely:—

ANNEXURE

Schedule of boundaries of the Controlled Area around Sohna to be read with drawing No. DTP(G)/121/76, dated 13th February, 1976.

North.—Starting from point 'A' i.e. the point 1000' on the North along the revenue rasta from the eastern point of the inter-section of Northern revenue estate boundary of village Alipur, and revenue rasta from Alipur to village Ghamrauj, thence proceeding towards East along the Northern boundary of Bund-cum-Rasta upto the point where it meets with the South-North bund-cum-Rasta running along Sohna-Gurgaon Road, then proceeding towards North along the Western boundary of Bund-cum-Rasta upto the point which may be found out by extending towards West the Northern boundary of metalled road from Sohna-Gurgaon road to village Menhdwara, then proceeding East along Northern boundary of said metalled road and further along Northern boundary of circular rasta of village Menhdwara including abadi deh and further proceeding east along Northern boundary of revenue rasta from village Menhdwara to Belpa upto the point 'B' where it meets the North-West point of inter-section of the said rasta, and rasta-cum-Nalah.

East.—Starting from point 'B' and then proceeding towards South-East direction along the south-west boundary of rasta-cum-Nalah, passing through the revenue estates of village Menhdwara, Pulhawas, Gadhibazipur, Abhepur, Daula, Khroda, Harchand Pur, Naunera and Karanki upto point 'C' where it meets North-West point of inter-section of revenue rasta and Nuh sub branch. -

South.—Starting from point 'C' and then proceeding towards South-West direction along the North-West boundary of Nuh sub-branch upto point 'D' where it meets the point of inter section of North-West boundary of Nuh sub-branch with South-West revenue estate boundary of village Rajkameo.

West.—Starting from point 'D' then proceeding towards North-West along the South-West revenue estate boundary of village Raj-Kameo upto the point 'E' where it meets the trijunction of estate revenue boundaries of village Raj-Kameo, village Marola and village Sahsola and then proceeding towards North-East along the Western boundary of the revenue estate of the village Raj-Kameo, Raipur and Sohna upto the point 'F' where the village boundary of Sohna meets the rectangle line between the revenue rectangles No. 236 and 235 and then proceeding along the said revenue rectangle line upto the point 'G' where this line meets the northern village boundary of Sohna near rectangles 125 and 126 and further along the common estate boundary of village Sanp-Kinagli and Sohna then proceeding along the common boundary of village Muhammadpur Gujar and Sohna till it meets the eastern point of intersection of Northern boundary of rasta along village Muhammadpur and Eastern boundary of rasta Muhammadpur Gujar Bund, thence proceeding along the eastern boundary of this rasta upto point 'H' where this rasta takes turn towards village Alipur (excluding Abadi Deh of village Haryahera); thence towards North along the eastern boundary of revenue rasta to village Ghamrauj via Alipur (excluding Abadi Deh of village Alipur) upto the point 'A' i.e. the point of starting." Controlled Area around the Municipal limits is enclosed as "ABCDEFGHA."

(See Map on Page No. 95)

A. BANERJEE,
Commissioner and Secy.